

M e m o r a n d u m

Date: January 21, 2010

To: San Diego Area

— Rich
Attention: Captain R. K. Stewart

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.13159.010

Subject: 2009 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the San Diego Area was conducted on August 24, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on December 14, 2009. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 1270 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 61 items when rounded up to the next whole number (d).

Safety, Service, and Security

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	510	40.16%	23.69	24
Telecommunications	445	35.04%	20.67	21
Fleet	67	5.28%	3.11	4
Weapons	248	19.53%	11.52	12
Total	1270			61

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 57 of the 61 items were located. Three items (Recorder, Micro Cassette, #116166, Recorder, Micro-Cassette, #116167 and a Dictating Machine Cassette, #94926) were transferred to the El Centro Area, and the CHP 266, Credit Memo – Equipment, is attached. Also, a [REDACTED] handgun, model [REDACTED], is assigned to [REDACTED], who transferred July 1, 2009, to the North Sacramento Area. The MIS transfer list is attached. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, six of the six items reconciled.

I request your command research and investigate the discrepancies noted above in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the appropriate OPI(s) to rectify any variances. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory records. In order to verify that the above listed discrepancies have been rectified, please submit a memorandum to the Office of Inspections through your respective Division by April 16, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

San Diego Area
Page 3
January 21, 2010

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

A handwritten signature in black ink, appearing to read "M. C. A. Santiago". The signature is fluid and cursive, with the last name "Santiago" being more prominent.

M. C. A. SANTIAGO, CIG
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Border Division
Fiscal Management Section
Telecommunications Section
Office of the Academy
Office of Inspections, Audits Unit

ATTACHMENT

A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
SAN DIEGO - 645
DECEMBER 14, 2009**

ATTACHMENT A

	EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
1	RECORDER, MICRO CASSETTE	116166				X		CHP 266 ATTACHED
2	RECORDER, MICRO CASSETTE	116167				X		CHP 266 ATTACHED
3	DICTATING MACHINE CASSETTE	94926				X		CHP 266 ATTACHED
4	████████████████████	████████				X		MIS, TRANSFER LIST ATTACHED

ATTACHMENT

B

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
SAN DIEGO - 645**

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT								
1	110448	RADAR TRAFFIC MOUNTED	040966	X				
2	110819	RADAR TRAFFIC MOUNTED	041385	X				
3	116166	RECORDER, MICRO CASSETTE	GG9ID61102			X		CHP 266 ATTACHED
4	116167	RECORDER, MICRO CASSETTE	GG9JD70017			X		CHP 266 ATTACHED
5	116588	RADAR, VEHICLE	045031	X				
6	120039	SCALE HYDRAULIC LOAD WEIGHER	20841	X				
7	121825	PRINTER	USBD012854	X				
8	144927	CANOPIES / ROLLER BAG, 10'		X				
9	146267	DIGITAL VOICE RECORDER	100118816	X				
10	147973	PRINTER	CNGXC62809	X				
11	148499	PRINTER	CNGXL17820	X				
12	153624	PAS DEVICES INTOX ALCOSENSOR IV	077586	X				
13	159737	LIDAR SPEED ENFORCEMENT SYSTEM	TS000314	X				
14	160977	LAPTOP	0004615494	X				
15	161017	LAPTOP	0004615483	X				
16	161050	LAPTOP	0004627089	X				
17	161063	LAPTOP	0004627096	X				
18	161087	LAPTOP	0004615456	X				
19	161095	LAPTOP	0004615442	X				
20	161098	LAPTOP	0004615423	X				
21	161121	LAPTOP	0004615458	X				

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2009 ICU PROPERTY RECORD INSPECTION REPORT
SAN DIEGO - 645**

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
22 162431	SCANNER PHOTO FLATBED	CN914A60CR	X					
23 94926	DICTATING MACHINE CASSETTE P0645H4027	14Z07229				X		CHP 266 ATTACHED
24 XRR0115	ALCOHOL SCREENING DEVICE/CASE	17960	X					
EQUIPMENT TO INVENTORY LIST								
1 152591	COMPUTER	MXL7300VH3	X					
2 152595	COMPUTER	MXL7300VMX	X					
3 152788	COMPUTER	MXL7300VWM	X					
4 152820	COMPUTER	MXL7300VK4	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

C

**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
SAN DIEGO - 645**

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	R41099	MOBILE RADIO	1248467	9523375	X					
2	R41853	MOBILE RADIO	1270592	9540866	X					
3	R43682	MOBILE RADIO	1270602		X					
4	R44248	MOBILE RADIO	1270872	9542613	X					
5	R45165	MOBILE REPEATER	1270484	7625838	X					
6	R45446	MOBILE REPEATER	1288936	7639682	X					
7	R49651	MOBILE REPEATER		7820989	X					
			AAI-08							
8	R54145	SCANNER	1288864	45007001	X					
9	R59976	CONTROL HEAD - MOTORCYCLE	M9484		X					
10	R60929	BATTERY CHARGER - RADIO			X					
11	R60941	BATTERY CHARGER - RADIO			X					
12	R65359	HAND HELD - RADIO	17480	402AWY6656	X					
13	R65964	HAND HELD - RADIO	16173	402AWY9712	X					
14	R67563	HAND HELD - RADIO	19676	402AXA4220	X					
			CTC 1-09							
15	R68469	HAND HELD - RADIO	12444	402AXE8445	X					
16	R69101	HAND HELD - RADIO	12294	402AXE8909	X					
			AREI-08							
17	R76486	CONTROL HEAD - MOILE	1248269		X					
18	R82380	MOBILE REPEATER	1240852	734218	X					
			AAI-08							
19	R90217	SCANNER	1248141	316Z44000540	X					
			AAI-08							
20	R90507	HAND HELD - RADIO	12368	355CEC0669	X					
			MM 08-095							
21	R90938	CONTROL HEAD - MOILE	1248058		X					
			AAI-08							

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2009 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
SAN DIEGO - 645**

ATTACHMENT C

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST											
1	R60948	BATTERY CHARGER - RADIO				X					
2	R60955	BATTERY CHARGER - RADIO				X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

D

ATTACHMENT D

[illegible]

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

E

645 - San Diego

Officer Issued Weapons

Issued to officer

ID# Last Name

First Name

Ser#

Control#CommentsThe image shows a document page. The left half of the page is almost entirely covered by a large, solid black rectangular redaction. To the right of this redacted area, there is a vertical column of approximately 20 thin, horizontal black lines, resembling a list or a table structure. A small, handwritten checkmark is visible on the right edge of the blacked-out area, about one-third of the way down the page.

645 - San Diego

November 20, 2009

[illegible]

645 - San Diego

November 20, 2009

[illegible]

Department of California Highway Patrol
Complete Area Inventory
645 - San Diego

November 20, 2009

Department of California Highway Patrol
Complete Area Inventory
645 - San Diego

November 20, 2009

[REDACTED]

[REDACTED]

Issued to officer: [REDACTED]

[REDACTED]

Issued to officer

ID# Last Name

First Name

Ser#

Control#

Comments

[REDACTED]

TRANS. TO NO. SAC

Issued to officer: [REDACTED]

[REDACTED]

Officer Issued Weapons Total: [REDACTED]

Area Issued Weapons

[REDACTED]

Ser#

Control#

Comments

[REDACTED]

[REDACTED]

645 - San Diego

November 20, 2009

Issued to Area/Division

Ser#

Control#

Comments

才

[illegible]

2/ ~~APR 1970~~



197

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Issued to Area/Division:



Department of California Highway Patrol
Complete Area Inventory
645 - San Diego

November 20, 2009

Ser#

Control#

Comments

Ser#

Control#

Comments

Ser#

Control#

Comments

Ser#

Control#

Comments

Issued to Area/Division

Ser#

Control#

Comments

Complete Area Inventory

645 - San Diego

November 20, 2009

[REDACTED]

[REDACTED]

Issued to Area/Division:

[REDACTED]

[REDACTED]

[REDACTED]

Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]

[REDACTED]

Department of California Highway Patrol

Complete Area Inventory

645 - San Diego

November 20, 2009

[REDACTED]

[REDACTED]

Issued to Area/Division:

Area Issued Weapons Total:

Area Grand Total:

☐ Return ☐ Repair ☒ Transfer

☐ Loan, return by: _____

From: Judy Chavez
To: AIMS_ALL
Date: 5/28/2009 8:00 AM
Subject: Transfers -- PAGE 1 OF 6 - TRANSFERS & PROMOTIONS - SERGEANTS AND ABOVE

CHP2 00001 05/28/09 07.57.48
PERI 00017 05/27/09 16.49.03

N 001 ALL COMMANDERS

FISCAL MANAGEMENT SECTION - TRAVEL & REVOLVING FUND AND PAYROLL UNIT
PAGE 1 OF 6

RE: TRANSFERS & PROMOTIONS - SERGEANTS AND ABOVE ORDER #19-09
~~~~~

PROMOTION TO ASSISTANT CHIEF  
~~~~~

EFFECTIVE AND REPORTING 07/01/2009, CAPTAIN W.G. SIEGL, I.D. #11487, BALDWIN PARK AREA (525), IS PROMOTED TO THE RANK OF ASSISTANT CHIEF, CALIFORNIA HIGHWAY PATROL (CHP) AND ADMINISTRATIVELY ASSIGNED TO INLAND DIVISION (801), FOR A PERIOD OF ONE YEAR. EXPENSES ARE AUTHORIZED IF A MOVE IS CONSUMMATED UNDER THE PROVISIONS OF CHAPTER 3 OF HIGHWAY PATROL MANUAL (HPM) 11.1.

TRANSFER - ASSISTANT CHIEF
~~~~~

EFFECTIVE AND REPORTING 07/01/2009, ASSISTANT CHIEF T.L. ABNEY, I.D. #11004, COASTAL DIVISION (701), IS ADMINISTRATIVELY TRANSFERRED AND ASSIGNED TO INFORMATION MANAGEMENT DIVISION (040), FOR A PERIOD OF ONE YEAR. EXPENSES ARE AUTHORIZED IF A MOVE IS CONSUMMATED UNDER THE PROVISIONS OF CHAPTER 3 OF HPM 11.1.

PROMOTIONS TO CAPTAIN  
~~~~~

EFFECTIVE AND REPORTING 07/01/2009, THE FOLLOWING LIEUTENANTS, CHP, ARE PROMOTED TO THE RANK OF CAPTAIN, CHP, AND ADMINISTRATIVELY ASSIGNED AS INDICATED FOR A PERIOD OF ONE YEAR. EXPENSES ARE AUTHORIZED IF A MOVE IS CONSUMMATED UNDER THE PROVISIONS OF CHAPTER 3 OF HPM 11.1.

NAME AND I.D. NUMBER	FROM	TO
LEPPER, T.W. #12384	680 EL CAJON	825 BISHOP
PERLSTEIN, W.L. #13057	240 OROVILLE	730 MONTEREY

TRANSFERS - CAPTAIN
~~~~~

EFFECTIVE AND REPORTING 07/01/2009, THE FOLLOWING CAPTAINS, CHP, ARE ADMINISTRATIVELY TRANSFERRED AND ASSIGNED AS INDICATED. EXPENSES ARE AUTHORIZED IF A MOVE IS CONSUMMATED UNDER THE PROVISIONS OF CHAPTER 3 OF HPM

11.1.

NAME AND I.D. NUMBER  
~~~~~

FROM
~~~~

TO  
~~~

LEAL, R.F. #11329

345 HAYWARD

009 OFFICE OF RISK
MANAGEMENT

MCGAGIN, C.M. #12678

645 SAN DIEGO

250 NORTH SACRAMENTO